



Linda McCulloch, Superintendent  
Montana Office of Public Instruction  
PO Box 202501 Helena, Montana 59620-2501  
406-444-3680 1-888-231-9393  
[www.opi.mt.gov/](http://www.opi.mt.gov/)

---

## **Call For Speakers**

### **2009 OPI Assessment Conference**



#### **Conference Information**

The Montana Office of Public Instruction will host a conference, “Assessment Know How” on January 29 and January 30, 2009. This conference will be held at the Crowne Plaza Hotel in Billings, Montana.

Conference attendees will include state and local K-12 assessment staff, data management staff, educators, information technology staff, and vendors. The conference will include high quality breakout sessions, lively general sessions, and a dynamic keynote speaker. The conference will highlight using assessment to impact student learning and instruction.

The conference steering committee is seeking professionals to plan and present educational sessions. The sessions will be held at various times each day and will be 90 minutes each and some sessions may be repeated throughout the conference.

The conference committee is not able to provide travel, per diem or lodging, but each speaker will receive free registration to the conference and all conference meals.

If you are interested in being a presenter at this conference, please provide the information requested on the attached Speaker Proposal Form and return the form by December 20, 2008 to Judy Snow, PO Box 202501, Helena, MT 59620 or fax to (406) 444-0743.

#### **Session Selection Process**

The conference steering committee will review all speaking proposals received. The selection of speakers and topics will be based on the content of the session and its value to attendees.

If you are selected, you will be asked to provide a copy of your handout materials. Materials may be in hard copy or electronic format. All materials will be posted on the Office of Public Instruction web site. If there is a reason you would prefer not to have your materials posted, please let us know. Also, please be aware that some participants want to record your presentation. If this is not agreeable, please inform the participants prior to your presentation.

## **Speaker Information**

<b>Name</b>
<b>Title</b>
<b>Organization/Company</b>
<b>Telephone</b>
<b>E-mail</b>
<b>Address:</b>
<b>City/State/Zip Code</b>
<b>Briefly describe your experience presenting to educators:</b>
<b>Title of Session:</b>
<b>Objectives of Session:</b>
1.
2.
3.
<b>One Paragraph Summary of Session:</b>
<b>Targeted Audience:</b>
<b>One Paragraph Biography (optional):</b>

Return speaker form by December 20, 2008 to:  
Judy Snow -Office of Public Instruction  
PO Box 202501  
Helena, MT 59620  
Or  
Fax to: 406-444-0743